



City of
Peterborough

PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Children's Services - Program Manager

This is an interim claim: first: second:

This is a final claim:

PURPOSE, LOCATION, AND DATE(S):

November 9 & 10 2016 -Fall Provincial Education Event, Toronto Congress Centre

Other Comments:

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)	Nov 08/16	Nov 09/16	Nov 10/16				
Transportation:							
Personal Auto 53.9 cents/km	152.40 km \$ 82.14	km \$ 0.00	152.40 km \$ 82.14	0.00 km \$ 0.00	0.00 km \$ 0.00		\$ 164.28
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Bus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Registration:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Accommodation:	\$167.07	\$167.07	\$0.00	\$0.00	\$0.00	\$0.00	\$ 334.14
Meals: - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Lunch	\$0.00	\$22.21	\$0.00	\$0.00	\$0.00	\$0.00	\$ 22.21
- Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
Other - Specify:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
TOTALS	\$ 249.21	\$ 189.28	\$ 82.14	\$ 0.00	\$ 0.00	\$ 0.00	\$ 520.63
Less Interim Claim							\$0.00
Less Purchasing Card							\$356.35
BALANCE PAYABLE (to Claimant)							\$ 164.28
Recoverable: yes <input type="checkbox"/> no <input type="checkbox"/> If yes, recoverable from							

I hereby certify that all the above expenditure purposes stated above.

Date: Nov 18/16

I have examined the above expense claim :

Date: Nov 21/16